

## **Two Mississippi Museums Camp Program Assistant**

Starting annual salary: \$15.00 Per Hour

Application deadline: March 16, 2022

This Mississippi Department of Archives and History seeks enthusiastic educators to staff a new summer camp program at the Two Mississippi Museums. This person will be responsible for implementing high-quality summer camp lessons and experiences during two ten-day camp sessions designed for elementary and middle school students.

### **Essential Functions:**

- Execute daily activities that are fun, engaging, and interactive.
- Responsible for an assigned group of 10 multi-aged campers each week of camp.
- Set up activities, assist with instruction, clean-up, and next-day preparations.
- Supervise campers at all times; monitor behaviors to ensure safety and wellbeing.
- Pick up and deliver snacks and lunches. Ensure diet restrictions are followed. Provided activities for children during free periods, after snack, and lunch.
- Coordinate camper drop-off and pick-up.
- On weeks without a full day of camp, counselors will assist with group tours, visitors in the galleries, and other summer programming at the Two MM.

### **Qualifications:**

- A high school diploma or GED equivalent, and pursuing a degree in history, education, or similar field.
- At least 1-year of experience working with youth in childcare, teaching, camp, recreation, or similar setting.
- Applicants must be patient, caring, and have excellent customer service skills.

### **Work Hours:**

- Camp program assistants will be employed for six weeks from June 6 through July 15, 2022.
- Assistants will work up to 28 hours a week on a shift schedule, Monday, Wednesday, and Friday 7:00 am to 2:00 pm and Tuesday, Thursday, 10:30 am to 5:30 pm.
- Hourly wage is \$15 per hour.

If you would like more information about this position, please contact the MDAH human resources office at 601-576-6866. To apply, submit a resume, statement of interest, and references. Email Laura Rawson, personnel officer, [lrawson@mdah.ms.gov](mailto:lrawson@mdah.ms.gov).